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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#31 FEBRUARY 21, 2012

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The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

AUTHORIZATION TO EXECUTE TWO MASTER AGREEMENT WORK ORDERS FOR THE PROVISION OF TEMPORARY PERSONNEL SERVICES FOR EMERGENCY PREPAREDNESS AND RESPONSE AND CHOOSE HEALTH LOS ANGELES (ALL SUPERVISORIAL DISTRICTS)

SUBJECT

Provide authorization to execute two Master Agreement Work Orders for the provision of temporary personnel services for Emergency Preparedness and Response and Choose Health LA program activities.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of the Department of Public Health (DPH), or his designee, to execute a Master Agreement Work Order (MAWO) for the provision of temporary personnel services for DPH's Emergency Preparedness and Response Program (EPRP) effective upon date of execution and pursuant to BOS approval through June 30, 2014 at a total maximum obligation not to exceed \$3,500,000, contingent upon the availability of grant funds, and subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).
2. Delegate authority to the Director of DPH, or his designee, to execute a MAWO for the provision of temporary personnel services for the DPH Chronic Disease and Injury Prevention Division's (CDIP) Choose Health LA project effective upon date of execution and pursuant to BOS approval through September 29, 2014 at a total maximum obligation not to exceed \$7,900,000, contingent upon the availability of grant funds, and subject to review and approval by County Counsel, and notification to your Board and the CEO.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will permit DPH to execute a MAWO for emergency preparedness and response activities to support 13 contract personnel who will contribute to DPH efforts to prevent, respond to, and rapidly recover from public health threats such as recent food-borne outbreaks, pertussis and hepatitis outbreaks, the H1N1 influenza pandemic, and the Japanese nuclear fallout event.

The 13 positions will be responsible for: 1) upgrading, integrating, and evaluating public health emergency preparedness and response capabilities such as community preparedness and recovery, surveillance and epidemiological investigation, laboratory testing, information sharing, and emergency operations coordination; and 2) supporting medical countermeasure dispensing, medical material management and distribution, and volunteer management related to all-hazards events. The positions include a Pandemic Influenza Hospital Planning Coordinator, three Public Health Scientists, one Public Health Microbiologist, one Vulnerable Populations Analyst, one Principal Information Systems Analyst, one part-time Epidemiology Intel Analyst, one Tactical Planning Section Chief, one Operations Section Disaster Planning Assistant, one Public Health Emergency Volunteer Network Coordinator, one Disaster Health Volunteer Collaborative Coordinator, and one Mass Care/Sheltering Planner.

Approval of Recommendation 2 will permit DPH to execute a MAWO for the Choose Health LA project to support 28 contract personnel who will contribute to DPH efforts to prevent chronic disease and reduce health disparities through interventions that create healthy and safe environments and improve access to evidence-based clinical preventive services.

The 28 positions will conduct activities focused on five strategic areas as defined by the Centers for Disease Control and Prevention (CDC): 1) tobacco-free living; 2) active living and healthy eating; 3) high impact evidence-based clinical and other preventive services; 4) social and emotional wellness; and 5) healthy and safe physical environments. The positions include a Choose Health LA Project Director, one Tobacco Free Living Program Manager, one Clinical and Other Preventive Services Program Manager, one Communications Manager, three Tobacco Free Living Policy Analysts, one Legal Policy Analyst, one Active Living Healthy Eating City Policy Analyst, one Wellness Coordinator, one Procurement Policy Analyst, one Physical Education Policy Analyst, one Baby Friendly Hospitals Policy Analyst, two Active Living Healthy Eating Grants Policy Analysts, one Assistant Analyst, two Community Organizers, two Administrative Assistants, one Senior Secretary, three Senior Typist Clerks, three Research Analysts, and one Supervising Research Analyst.

The temporary, grant-funded positions are sought as grant funding beyond the first year is uncertain and many of the positions are difficult to recruit, require highly specialized skill sets, and/or demand flexible work schedules in a variety of settings.

Implementation of Strategic Plan Goals

The recommended actions support Goal 1, Operational Effectiveness, and Goal 4, Health and Mental Health, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total maximum obligation of up to \$3,500,000 (\$2,000,000 estimated through June 30, 2013 and \$1,500,000 estimated for the term of July 1, 2013 through June 30, 2014) for the MAWO for emergency preparedness and response s 100% offset by the CDC's Public Health Emergency

Preparedness Cooperative Agreement.

The total maximum obligation of up to \$7,900,000 (\$1,700,000 estimated through September 29, 2012, \$3,100,000 estimated for the term of September 30, 2012 through September 29, 2013, and \$3,100,000 estimated for the term of September 30, 2013 through September 29, 2014) for the MAWO for the Choose Health LA project is 100% offset by the CDC's Community Transformation Grant.

There is no net County cost associated with these actions and funding is included in DPH's fiscal year (FY) 2011-12 Final Adopted Budget and will be requested in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 19, 2010, your Board approved execution of Master Agreements with seven agencies for the provision of temporary personnel services and delegated authority to the Director of DPH, or his designee, to execute work orders under the Master Agreements with the following criteria for each work order: a) \$399,999 or less annually, DPH will notify your Board of the work order once approved by County Counsel; b) \$400,000 to \$699,999 annually, upon approval from County Counsel, DPH will provide two weeks advance written notice to your Board and, unless otherwise instructed, will execute the work order; and c) \$700,000 or more annually, DPH will return to your Board for approval.

On August 9, 2011, your Board was notified that DPH was exercising delegated authority to accept CDC's Public Health Emergency Preparedness Cooperative Agreement, Notice of Award (NA) Number 2U90TP917012, in the amount of \$20,404,916 for the period of August 10, 2011 through August 9, 2012. The purpose of the Agreement is to assist state, local, and territorial/freely associated state health departments to demonstrate measurable and sustainable progress toward achieving public health preparedness capabilities as identified by the CDC.

On October 15, 2011, your Board was notified that DPH was exercising delegated authority to accept CDC's Community Transformation Grant, NA Number 1U58DP003631, in the amount of \$9,848,011 for the period of September 30, 2011 through September 29, 2012. The purpose of the Grant is to prevent chronic disease and reduce health disparities in Los Angeles County through interventions that create healthy and safe environments and improve access to evidence-based clinical preventive services.

Although both MAWO requested actions provide for a term beyond the current grant award, the MAWO will include a budget reduction flexibility clause that, in part, authorizes the Director of DPH to cancel the MAWO, without cause, upon the giving of ten calendar days written notice to the Contractor, consistent with federal, State, and/or County budget reductions. It should be noted that PHEP funding levels are in decline, and the Public Health and Prevention Fund which funds CTG has been subject to policy debate in the House of Representatives regarding its elimination or use to fund other Federal programs.

CONTRACTING PROCESS

On July 26, 2011, your Board delegated authority to the Director of DPH, or his designee, to execute an amendment to Agreement Number H-702550 with the Public Health Foundation Enterprises, Inc. to extend the term of the agreement through January 31, 2012 with an option to extend the agreement for an additional six months through August 9, 2012, pending completion of a temporary

personnel work order solicitation. The term extension was recommended to support DPH's efforts to transition eight contracted temporary staff to County positions and conduct a temporary personnel work order solicitation.

On January 3, 2012, DPH issued a work order solicitation to the seven Master Agreement contractors for temporary personnel services (13 positions) to contribute to DPH's emergency preparedness and response efforts. Work order bids were due January 30, 2012.

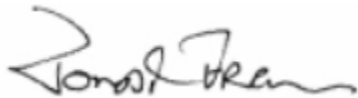
On October 18, 2011, your Board approved up to 44 new Full Time Equivalent positions, in excess of that which is provided for in the DPH staffing ordinance pursuant to Section 6.06.020 of the County code and subject to allocation by the CEO, funded by CDC's Community Transformation Grant. At that time, your Board was notified that DPH may utilize the temporary personnel Master Agreements, pending the allocation and filling of a portion of the County items.

On January 10, 2012, DPH issued a work order solicitation to the seven Master Agreement contractors for temporary personnel services (28 positions) to support the Choose Health LA project. Work order bids are due February 17, 2012.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will provide for the effective and timely implementation of activities critical to the health and safety of Los Angeles County residents.

Respectfully submitted,



JONATHAN E. FIELDING, M.D., M.P.H.

Director and Health Officer

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c: c: Chief Executive Office
Conty Counsel
Executive Office, Board of Supervisors